

COMMUNITY LIVING QUALITY IMPROVEMENT COMMITTEE

CLQIC Core Team Meeting
June 7th, 1:00 PM – 3:00PM

Meeting Minutes

Attendees: Iva Prinsen, John Barry, Gary Montrose, Danielle Culp

On the phone: Kenny Maestas, Renee Walbert, Ryan Zieger

Spark: Jacob Bornstein, Laura Trent

Welcome and Updates

Quality Improvement Organization: Shannon Shepard is the group's outreach expert and is interested in doing a training as it relates to grievances, appeals, and medical records etc.

Membership Update

- There is the potential to add a question around where an applicant learned about CLQIC to see where marketing the Committee is gaining traction.
- Four members were identified from the initial batch of candidates and Danielle will present these to Camille for final approval. Laura will send an updated list to new applicants and applicants not selected from the last batch for an additional round of review.
- Spark will add response language for future applicant submissions that acknowledge receipt and states that membership is re-evaluated quarterly.
- The survey revealed there was a desire for more technical skills and also the need for mental health expertise.

Work Plan Discussion

Legislative Request for Information (LRFI); requested by the Joint Budget Committee of the Office of Community Living (OCL).

- This document outlines what the OCL has done what is coming that the JBC was presented with in order to discern the funding to give.
- The LRFI summary and full report will be shared with the Core Team and full committee.



- With Spark's new SOW there is space to advance strategic outcome development which would include information gathering from HCPFIans and CLQIC members in order to better discern where they think Committee efforts should be focused amongst the buckets.

How useful do you think the bucket exercise from our last CLQIC meeting was?

- Needed more understanding as to what fell into each bucket; the LRFI will be critical.
- Potential to evaluate and rank bucket priority, for example.

Trainings

- Need to prioritize the training in line with what CLQIC work priorities – for example, epidemiology 101 and basic survey issues may be necessary before we move into the deeper conversation the way to splice the NCI survey data
- June meeting will focus on basic survey methodology
- Gary could send accessible articles that are easy to understand. Basecamp is one option to store these materials
- Potential for an in-person NCI training when the representatives are in town in August
 - Quality metrics and person-centered care, quality is defined by the person
- Moving forward, CLQIC could have speakers train them forever so we need to find a comfortable place in the middle. Potential to offer the training in between meetings over the next few months and then spend meeting time to actually take action

Review survey results

There was not one prevalent issue echoed by all CLQIC members, but there were some issues that came to light, including Core Team transparency, HCPF transparency, clarity around where we are headed, and providing clear focus and vision.

Potential Actions around survey findings:

- Increase core team transparency; provide an update at the start of CLQIC on what the Core Team discussed, send out the agenda and the minutes with the CLQIC agenda
- Provide more clarity in the work plan around what the next several months may look like.

Set CLQIC Agenda, 6/28/16

- Welcome New members
- Core Team Report out – including survey results
- Basic Survey Training (1:15pm)
- Work plan overview (send out the reading material)
- Next Steps/ Adjourn (2:55pm)

Adjourn

